



PLANNING COMMISSION AGENDA

Tuesday, March 28, 2023, 7:00 p.m.

125 E. College Street, Covina, California

Council Chamber of City Hall

IMPORTANT NOTICE

Members of the public may view the meeting live on the City's website, at www.covina.12milesout.com, or, on local cable television, Spectrum channel 29 and Frontier Channel 42. To view from the City's Website, hover over the Departments & Services tab until the drop-down menu appears, and Click on "City Council Virtual Library" under the City Council header. A live banner will appear at the start of the meeting.

Meeting Assistance Information. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (626)-384-5430 or by email at cityclerk@covinaca.gov. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

CALL TO ORDER

ROLL/CALL

Commissioner: Rosie Richardson, Bryan Rodriguez, John Connors, Vice-Chair Dan McMeekin, Chair Susan Zermeno

PLEDGE OF ALLEGIANCE

Led by the Chair.

PUBLIC COMMENTS

To address the Planning Commission please complete a yellow speaker request card located at the entrance and give it to the City Planner. Your name will be called when it is your turn to speak. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed. Those wishing to speak on an item NOT ON THE AGENDA will be heard at this time. State Law prohibits the Commissioners from taking action on any item, not on the agenda. Individual speakers are limited to five minutes each, unless, for good cause, the Chairperson amends the time limit.

In Person: *To address the Planning Commission please complete a yellow speaker request card located at the entrance of the Council Chamber and give it to the City Planner. Your name will be called when it is your turn to speak.*

Remotely via Zoom: Access the meeting remotely via Zoom with one of the following devices:
Computer or Smart Device:

<https://us02web.zoom.us/j/81728295876?pwd=Z1RmOGI0c3RuUXFtZHFDdmN6L3V6QT09>

Telephone: Dial: +1 669 900 6833 US (San Jose)

Meeting ID: 817 2829 5876

Passcode: 525170

1. To request to speak during public comment, please click the “Raise Hand” button on the Zoom toolbar “Reactions” tab. Computer / Smart Device: The “raise hand” feature is in the reactions tab.

Telephone: Press star-nine (*9) on your phone to raise your hand.
2. Staff will announce your name as listed on Zoom or the last four digits of your phone number when it is your turn to speak and unmute the microphone (audio only); the speaker must be present when called to speak.
3. Please state your first and last name and city of residence at the beginning of your remarks for the record.
4. The microphone will be muted by staff when you have completed your comments or five (5) minutes have expired, whichever occurs first.

COMMISSIONER COMMENTS

ADMINISTRATIVE ITEMS

CONSENT CALENDAR

All matters listed under the consent calendar are considered routine and will be enacted by one motion. There will be no separate discussion on these items prior to the time the Planning Commission votes on them unless a member of the Planning Commission requests a specific item be removed from the consent calendar for discussion.

CC1. Approval of the Minutes of March 14, 2023

CONTINUED PUBLIC HEARINGS

PUBLIC HEARINGS

PH1. Covina Town Center Specific Plan Amendment (CTCSPA) No. 4:

A request to amend various Chapters of the Covina Town Center Specific Plan (CTCSP) as follows: adding land use categories and establishing a core downtown area prohibiting cannabis businesses in Chapter 3; clarifying residential ground floor height for Table 4-1 Building Form, adding sign standards in Chapter 4; adding new definitions in Chapter 7; and, making a determination of exemption from California Environmental Quality Act, CEQA Guidelines Section 15061(b)(3), and that no further environmental review is required, Guidelines Section 15162.

Staff Recommendation:

Staff recommends that the Planning Commission adopt Resolution 2023-004 PC recommending approval of a CEQA exemption and Covina Town Center Specific Plan Amendment No. 4 to the City Council.

CONTINUED BUSINESS

NEW BUSINESS

GENERAL MATTERS

ADJOURNMENT

The Planning Commission will adjourn to its next regular meeting scheduled for April 11, 2023, at 7:00 p.m. inside the Council Chamber at City Hall, located at 125 East College Street, Covina, California, 91723.

The Community Development Department does hereby declare that the agenda for the March 28, 2023 meeting was posted on the City's website and near the front entrance of Covina City Hall, 125 East College Street, Covina, in accordance with California Government Code Section 54954.2(a).



MINUTES OF THE MARCH 14, 2023 REGULAR MEETING OF THE COVINA PLANNING COMMISSION

CALL TO ORDER

Chairman Zermeno called the Planning Commission to order at 7:00 p.m.

ROLL CALL

Commission Members Present: Richardson, Rodriguez, Connors, McMeekin, Zermeno

Commission Members Absent: None.

PLEDGE OF ALLEGIANCE

Chairman Zermeno led the Pledge of Allegiance.

Staff Members Present: Director of Community Development, Planning Manager, Principal Contract Planner, Planning Commission Counsel, GIS Analyst, Assistant Planner, Planning Technician, City Engineer, Public Works Director.

Participants/Attendees: Gabriel Sanchez, Helia Gomez, Tracy Hall, Todd Bowers, Anthony Lopez, Kyle Samia, Mike Prager, Nina Cortez, Adriana Valle, Freddy Manzano.

PUBLIC COMMENTS

Tracy Hall, Covina Resident, made a comment in regards to a permit application they had submitted to the Planning Division to repair an existing block wall, in which they were told by the Planning Division that they cannot repair the existing block wall in its current location, due to the parcel being located in a corner lot. Tracy Hall provided images and definitions of a corner lot to the commission and stated that they would like the Division to acknowledge that their property is not a reverse corner lot, but a regular corner lot, so that they may pull a permit to complete the work and repair their block wall as it was originally built.

Chair Zermeno requested staff to provide the definition of a reverse corner lot at a future meeting.

Planning Manager Lugo responded that staff is planning on presenting a code amendment on updating a wall and fence ordinance in the first or second week of May.

Chair Zermeno inquired whether a definition of a reverse corner lot will be provided at that time.

Planning Manager Lugo responded, yes.

There were no other public comments.

COMMISSIONER COMMENTS

There were no commissioner comments.

ADMINISTRATIVE ITEMS

There were no administrative items.

CONSENT CALENDAR

1. Approval of the Minutes of February 14, 2023

Commissioner Richardson made a motion and Commissioner Rodriguez seconded to approve the minutes of February 14, 2023

Motion carried by a vote of 5-0 as follows:

AYES: RICHARDSON, RODRIGUEZ, CONNORS, MCMEEKIN, ZERMENO

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

CONTINUED PUBLIC HEARING

CPH1. Application for Planned Community Development Modification (PCDM) 22-1 and Determination of Exemption from CEQA; A request to modify Planned Community Development (PCD) 77-002 (Ordinance. 1374) to allow the installation of a 6-foot tall wrought iron fence and pedestrian gate to the rear access onto East Nubia Street and, the installation of new security gates to the main entrance, off Citrus Avenue. The Planning Commission will consider Resolution No. 2022-024 PC making a recommendation to the City Council on PCDM 22-1. The Planning Commission will consider the project exempt from further review under CEQA. The site is within the Planned Community Development/Multi-Family Residential-4000 (PCD/RD) zone, located at 1244 North Citrus Avenue. (APN; 8406-019-029)

Staff Recommendation: Staff recommends that the Planning Commission adopt Resolution No. 2022-024 PC, a resolution of the Planning Commission of the City of Covina recommending that the City Council approve Planned Community Development Modification (PCD) 22-01 through the adoption of draft Ordinance CC 23-XXX, amending the Covina Townhomes Planned Community Development (PCD) 77-002 by modifying Condition of Approval No. 4 and adding numbers 12 and 13 under Section 3 of Ordinance No. 1374, and making a finding of exemption of the California Environmental Quality Act (CEQA) guidelines and, recommending that the City Council adopt draft Ordinance No.

23-XX for Planned Community Development Modification (PCDM) 22-01 with conditions. Staff's recommendation of the following modifications are as follows:

- a. The installation of a 6-foot tall wrought iron gate for "emergency access" only to East Nubia Street, providing a Knox-box for only emergency responders.
- b. The installation of a pedestrian gate for Covina Town Home residents to access East Nubia Street.
- c. Installation of a new security gate to the front of the property (Citrus Ave) with the proposed modifications to their open space to accommodate the proposed vehicular turnaround; and,
- d. Modify their outdoor recreation area (common open space) to include two new basketball posts to their existing tennis court, to serve as both a tennis and basketball court

Planning Commission Counsel Heinselman made a note for the record, that this item was continued from the February 28, 2023, regular meeting of the Planning Commission. Mr. Heinselman added that the Planning Commission met at that meeting, heard the staff report from Planning Technician Mr. Pereira and heard one speaker, and, at that time staff was then alerted to audio issues in the chamber that precluded the microphones from working and the audio from being captured and broadcast for those watching remotely, and added that the commission called for a recess, after which staff was able to evaluate the technical issue and the commission returned from that recess and decided to continue the item to tonight's regular meeting. Mr. Heinselman further noted that a notice of continuation was posted outside the council chambers and on the city's website, and, as noted, Planning Technician Pereira is to provide a full staff report tonight and those wishing to speak on the item will be invited to speak during the public comment portion during the hearing tonight.

Planning Technician Pereira presented the staff report.

Commissioner Rodriguez asked Planning Technician Pereira if the City, along with the Police Department, is not recommending a pedestrian gate, an only recommends an emergency access gate.

Planning Technician Pereira responded that, at this time, the Covina Police Department, Public Works, and City Staff, are supporting only the pedestrian access, but not for a double access in the back for vehicle access.

Chair Zermeno asked Planning Technician Pereira if staff supports a pedestrian access but not a vehicle emergency access.

Planning Technician Pereira clarified that staff supports the applicants PCD modification with the exception that the rear access gate proposed off Nubia street remain as emergency access only.

The commissioners had no further questions for staff.

Chair Zermeno opened the public hearing item for public comment and invited the applicant to speak.

The applicant did not show up to speak.

Todd Bowers, a Covina Resident, spoke in opposition to a rear access gate and commented that if the block wall had been built as it was supposed to in 1977, there would not be this problem. Todd Bowers also spoke in opposition to public access.

Commissioner McMeekin asked staff to describe a Knox-box.

Planning Technician Pereira explained that a Knox-box is a requirement of the Fire Department, and added that it is a red box that the Fire Department can use to access a key, and it is not accessible to the residents.

Commissioner McMeekin responded that, in other words, it is only available for the Fire Department to access.

Planning Technician Pereira confirmed, yes.

Anthony Lopez, a Covina resident, commented with regards to a mail truck that caught on fire within the front entrance on December 5, 2020, and added that the Police and other emergency responders blocked the only entrance and exit, and, that the mail truck fire was quite close to some nearby bushes that could have caught on fire and spread throughout the complex, and, in that situation, emergency responders and residents would have to share the only entrance and exit. Anthony Lopez commented that it is imperative that their complex has an alternative gate to enter and exit the property in the event of an emergency, and, without an alternative access gate for entering and exiting the property the risk and safety of the community increases if an extreme emergency were to occur in the future. Anthony Lopez further added that their community owns their homes just like the community behind them, and the size of a home should not determine the value of the lives living in those homes. Anthony Lopez submitted images from the December 5, 2020 event and images of nails on the ground to be made publicly available.

Commissioner Richardson asked Anthony Lopez if there was any community discussion within the Townhomes regarding a second access gate after the fire event of December 5, 2020.

Anthony Lopez responded that, after the fire is when residents began to look into having secondary access.

Kyle Samia, a Covina resident, commented with regards to two emergency events that they had experienced in which emergency personnel were called to Covina Townhomes, one in 2016 and another in 2020, and explained that in both situations, it took a lot of time for emergency personnel to arrive, and, in one instance, stated that a paramedic had commented that it was not easy to find their address. Kyle Samia further commented that they are growing increasingly concerned with emergency access, and added that Fairvale and Nubia are public

streets, and, that they should have the right to use the streets like they are allowed to use any other streets in Covina, and, at the very least, they would feel safer knowing that paramedics and fire trucks can make it to their home in case something happens.

Commissioner Richardson asked Kyle Samia if they are in support of only having the rear access gate as an emergency access.

Kyle Samia responded, at least, and added that they are a tax payer and resident of Covina, and that their money pays for the streets like anyone else and they should have the ability to use them like anyone else.

Mike Prager, a Covina resident, commented in opposition to a rear emergency access gate. Mike Prager commented that their property is up against the Covina townhomes property and wants the commission to consider noise, and added that they believe that the gate is for personal use rather than for emergency, and that they are in support of approving the gate as it was originally approved in 1977.

Nina Cortez, a Covina resident, commented in opposition of a rear access gate and expressed concerns for safety with an increase in traffic on Nubia, and commented that the new townhomes development neighboring the Covina Townhomes Property, only has one entrance and exit and that another entrance is blocked off.

Commissioner Richardson asked Nina Cortez for clarification on whether they support a rear emergency access gate and rear pedestrian access gate.

Nina Cortez responded that they are okay with an emergency only access gate and are okay with a rear pedestrian access gate.

Planning Manager Lugo read public comments received by the Planning Division into the record as follows:

Letter from Beaumont Tashjian, Law Firm serving as counsel to the Covina Town Homes Homeowners Association, in support of the item.

Letter from David Martinez, a Covina resident, in support of the item.

Letter from Margaret and Richard Salvatore, a Covina resident, against the item.

Letter from Adriana Arias, a Covina resident, in support of the item and in support of unlimited access through Nubia Street.

Letter from Oscar Castro, a Covina resident, in support of a rear pedestrian access gate.

There were no other written comments.

Adriana Arias, a Covina resident, spoke in support of unlimited access through Nubia street.

Gabriel Sanchez, a Covina resident, made a comment in relation to respect for their neighbors.

Commissioner Richardson inquired whether Gabriel Sanchez is in support of emergency access and rear pedestrian access.

Gabriel Sanchez clarified that they do not oppose an emergency access and also do not oppose a rear pedestrian access so long as they respect their properties.

Helia Gomez, a Covina resident, spoke in opposition to a front vehicular access gate, and in support of a rear pedestrian access.

There were no other public comments.

Community Development Director Lee clarified that the requirement for an emergency-only rear access gate was a requirement from the Fire Department, and further added that all closed residential developments require two access points of ingress and egress, that one of them can be restricted, and, at the time that the Covina Townhomes Development was approved, in 1977, fire services were provided by the City of Covina, not LA County, and it was customary at the time to secure those secondary access point with a pad lock.

Community Development Director Lee further commented that a Knox-box access was not typically required until the mid to late 1980s and by Los Angeles County, and added that as part of the review process, the Planning Department distributes plans to all departments to review, and, that at that particular time, it may have been a requirement from the City Fire Marshall for a wooden fence with padlock, and further added that today, LA County Fire is the plan checking entity and they require a Knox-box, which allows access in case the primary access is inaccessible. Community Development Director Lee also provided a clarification on the Meritage Homes Development with respect to a comment provided earlier by a public speaker regarding the bollards, and explained that the bollards are removable and it is secondary access. Community Development Director Lee also explained that the minimum width of access for Fire the Department has increased to 20 feet since the date of the original approval, and, that the differences from 1970s to today with regard to the item is that the material of the fence is different, and the that the width of the emergency access point is wider.

Commissioner McMeekin inquired whether it could be a possibility that the original approval was for a block wall and if somebody made a note that access is actually required there.

Community Development Director Lee commented that an emergency access would have been required to be there as part of the entitlement review period, even at that time, but it would have had to be there, and in 1977 that typically consisted of a wooden fence with a padlock.

Commissioner McMeekin inquired whether a secondary access point was always required.

Community Development Director Lee clarified that there was always going to be an access point there, and, that there is a masonry block wall around the perimeter of Covina Townhomes, except for the portion that expands the width that abuts Nubia Street, and speculates that there should have been a secondary emergency access.

Commissioner McMeekin asked Community Development Director Lee to state for the record how long he has been working in Planning Departments.

Community Development Director Lee responded, that he had worked in Planning Departments since October 1984.

The Chair closed the public hearing.

Commissioner McMeekin commented that the original decision was decided 46 years ago, and pondered if the decision from 1977 can still hold, and commented that they support the staff recommendation as stated in the staff report and believes that it is a reasonable proposal.

Chair Zermeno commented that they are in the field of planning and was concerned that such a big development didn't already have a secondary emergency access, where, in 2023, something like this would never be built without a secondary access. Chair Zermeno also commented that, when looking at the street, it goes straight and there is no turnaround, and that could lead to the thought that perhaps there was supposed to be an emergency access located there, and that they like the recommendation for an emergency access rear gate.

Commissioner Connors agreed with Chair Zermeno and commented that they are okay with the rest of the items.

Commissioner Richardson commented that they wonder if people would have felt differently under COVID, with regards to having access to green space and added that Fire, the City, and Police Department all recommended an emergency only access gate. Commissioner Richardson commented on their appreciation for the residents that showed up to speak at the meeting to provide public comment.

Commissioner McMeekin also commented on their appreciation for the residents that showed up to speak at the meeting to provide public comment.

Commissioner Rodriguez inquired whether the Commission is to make a recommendation to the City Council.

Planning Commission Counsel Heinselman responded that the Planning Commission is the recommending body to the City Council.

Planning Manager Lugo added that the item will be re-noticed for the City Council public hearing.

Chair Zermeno entertained a motion to approve Resolution 2022-024 PC, as described in the staff report, and make a finding of exemption under CEQA.

Commissioner McMeekin made a motion and Commissioner Connors seconded to continue the item to adopt Resolution 2022-024PC and make a finding of exemption under CEQA.

Motion carried by a vote of 5-0, as follows.

AYES: RICHARDSON, RODRIGUEZ, CONNORS, MCMEEKIN, ZERMENO

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

PUBLIC HEARINGS

PH 1. City Initiated Zoning Code Amendment (ZCA) 23-01; A City Initiated request to amend Title 17 (Zoning) by modifying definition section 17.04.143, single-family residential zones sections 17.08.020 (A-1), 17.10.020 (A-2), 17.12.020 (E-½), 17.14.020 (E-1), 17.20.020 (R-1-20,000), 17.22.020 (R-1-10,000), 17.24.020 (R-1-8,500) and 17.26.020 (R-1-7500) for permitted uses, and adding a new section 17.33.060 for permitted uses; and **Municipal Code Amendment** to amend Title 16 (Subdivision) by modifying Chapter 16.02, 16.04, 16.14, and adding new section 16.06, for establishing regulations to implement two-unit residential developments and urban lot splits as required by Senate Bill 9 (2021-2022). The Planning Commission will consider the project exempt from further review under CEQA.

Staff recommendation: Staff recommends that the Planning Commission make a determination that the proposed actions are statutorily exempt from the requirements of the California Environmental Quality Act ("CEQA") per California Government Code sections 65852.21, subdivision (j), and 66411.7, subdivision (n); and make a recommendation of approval to the City Council to adopt Zoning Code Amendment 23-01 and Municipal Code Amendment (Subdivision Title 16) by adopting Resolution 2023-003 PC.

Consultant Principal Planner Fong presented the staff report and made an oral correction to page 18 of the draft ordinance regarding “BB. “Tentative map”, removing a section of text referring to “creating five or more parcels”.

Chair Zermeno inquired whether there is a minimum lot size.

Consultant Principal Planner Fong clarified that the lot size minimum can be as low as 1,200.

Chair Zermeno inquired whether there is a minimum lot size for the original lot.

Consultant Principal Planner Fong clarified that the lot split is a minimum of 60:40 and the minimum size of the resulting lots are at least 1,200 each.

Commissioner McMeekin inquired if the city approved an SB-9 project and the homeowner says they will live there but do not, if there is any remedy for that violation.

Consultant Principal Planner Fong responded that the city provides an affidavit and requires the home owner to sign.

Chair Zermeno opened the public hearing item for public comment.

There were no public comments.

Chair Zermeno closed the public hearing item.

Chair Zermeno entertained a motion to adopt Resolution 2023-003 PC and make a finding of CEQA as presented by staff, including the modification on page 18 of the draft ordinance.

Chair Zermeno made a motion and Commissioner Richardson seconded to adopt Resolution 2023-003 PC

Motion carried by a vote of 5-0, as follows.

AYES: RICHARDSON, RODRIGUEZ, CONNORS, MCMEEKIN, ZERMENO

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

CONTINUED BUSINESS

CB1. Application for Site Plan Review (SPR) 21-120 and Determination of Exemption from CEQA

Staff Recommendation: Staff recommends that the Planning Commission adopt Resolution No. 023-002 PC, approving Site Plan Review (SPR) 21-120, with the attached Conditions of Approval and, making a finding of exemption of the California Environmental Quality Act (CEQA) guidelines.

Planning Manager Lugo presented the staff report.

Chair Zermeno opened the Public Hearing Item for public comments.

Freddy Manzano, friend of the applicant, expressed appreciation to the commission.

Chair Zermeno closed the public hearing item.

Chair Zermeno entertained a motion to adopt Resolution 2023-002 PC and make a finding of exemption under CEQA as presented by staff.

Commissioner Rodriguez made a motion and Commissioner McMeekin seconded to adopt Resolution 2023-002 PC and make a finding of exemption under CEQA as presented by staff.

Motion carried by a vote of 5-0, as follows.

AYES: RICHARDSON, RODRIGUEZ, CONNORS, MCMEEKIN, ZERMENO

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

NEW BUSINESS

None.

GENERAL MATTERS

Planning Manager Lugo commented that Planning staff will present the draft walls and fence ordinance in the first or second week in May.

ADJOURNMENT

The Chairman adjourned the Planning Commission meeting at 8:59 p.m. to the Regular Planning Commission Meeting on March 28, 2023, at 7:00 PM in the Council Chamber of City Hall.

Secretary



Planning Commission Regular Meeting

STAFF REPORT

ITEM NO. PH 1

Meeting: Planning Commission Regular Meeting of March 28, 2023

Title: Covina Town Center Specific Plan Amendment (CTCSPA) No. 4:

Title Description: A request to amend various Chapters of the Covina Town Center Specific Plan (CTCSP) as follows: adding land use categories and establishing a core downtown area prohibiting cannabis businesses in Chapter 3; clarifying residential ground floor height for Table 4-1 Building Form, adding sign standards in Chapter 4; adding new definitions in Chapter 7; and, making a determination of exemption from California Environmental Quality Act, CEQA Guidelines Section 15061(b)(3), and that no further environmental review is required, Guidelines Section 15162.

Presented by: **Brian K. Lee, AICP, Director of Community Development**

BACKGROUND

The purpose of a specific plan is the “systematic implementation” (§65450) of the general plan. Specific plans are dynamic documents and may be subject to change. Although a specific plan must be “prepared, adopted, and amended in the same manner as general plans” (§65453), it may be amended as often as necessary. Staff examined the 2019 Covina Town Center Specific Plan (Specific Plan) and determined that new land use categories could be added, sign standards could be expanded, a minor edit to Table 4-1 on Building Form is needed, and new definitions could be added. A reason for amending the Specific Plan is a concerted effort of economic development, leveraging the downtown area to enhance existing businesses and attract and grow new businesses. Another reason is to follow up on a directive from the City Council. On February 21, 2023, the City Council adopted an Ordinance establishing new regulations for cannabis businesses and directed staff to amend the Specific Plan by defining the downtown core area prohibiting cannabis businesses.

DISCUSSION/ANALYSIS

The following paragraphs list and summarize the proposed changes and minor edits to multiple pages of Chapters 3, 4, and 7, as illustrated in Exhibit A of the attached draft City Council Resolution:

1. Amend Chapter 3, Land Use and Zoning, as follows:
 - a. Modify Figure 3-1 Zoning Designation by adding the defined boundary prohibiting cannabis business in the downtown core area.
 - b. Modify Allowable Land Uses on Table 3-2 for page 3-22 through page 3-35 :
 - Add Entertainment and Performance Arts Theatre with ancillary uses in the Historic Core zone (page 3-24). The City is the property owner of the Covina Performing Arts Theatre.
 - Add indoor and outdoor recreation facilities as conditionally permitted use within the F.A.I.R., Historic Core, Civic Core, and Cultural Core zones (page 3-24).
 - Add pop-up food truck on private property, subject to conditional use permit for F.A.I.R., Historic Core, Civic Core, and Cultural Core zones (page 3-25).
 - Add shared space retail/service (Food Halls) within the Cultural Core zone (page 3-26).

- Expand the boutique winery, brewery and distill alcohol with on-site tasting use, subject to a Conditional Use Permit in the Civic Core and Cultural Core zones (page 3-27).
 - Add cultural/civic facilities (non-government) and government facilities as permitted use to the Mixed-use, F.A.I.R., and Historic Core zones (page 3-27).
 - Expand utilities as permitted use within the Mixed-use, F.A.I.R., and Historic Core zones (page 3-28).
 - Add live/work unit use to TOD/HDR, Civic, and Cultural Core zones. Add multi-family use to the Civic Core zone (page 3-20).
 - Add small and large family day care facilities to Residential Town Center East, Residential Town Center West, Neighborhood, TOD/HDR, Mixed-use, F.A.I.R., Historic Core, and Cultural Core zones (page 3-31). Small family day care is defined as up to 6 children. Large family day care is defined as 7 and 14 children.
 - Add cannabis businesses to Mixed-use and F.A.I.R. zones, subject to a conditional use permit, the new Covina Municipal Code Chapter 5.28 cannabis business permit process, and Chapter 17.84 cannabis prohibitions and regulations (page 3-31).
 - Expand the office (general) use to include maker spaces, co-working spaces, conference spaces, and network mixer spaces. Eliminate the restriction of not allowing ground floor office space in the F.A.I.R. zone (page 3-32).
 - Under the Prohibition Uses of page 3-33, modify commercial cannabis activity by identifying the land use zones that allow cannabis businesses subject to CMC Chapter 5.80 and Chapter 17.62 and Chapter 17.84, and Figure 3-2 (page 3-33 and page 3-44).
 - Add Figure 3-2, a map showing the Core Downtown Area Prohibiting Cannabis Businesses (page 3-34).
2. Amend Chapter 4 Design Guidelines and Standards as follows:
 - a. Eliminate the required 10-foot minimum ground floor height for a residential project (page 4-29).
 - b. Modify the sign standards on page 4-60, allowing "painted sign" or "wall sign display above the second story," if it is historically accurate for the historic structure or contributes to the significance of the historic area, subject to the Director's review and approval (page 4-60).
 3. Amend Chapter 7 Glossary as follows:
 - a. Add definitions for indoor recreation facilities and outdoor recreation facilities (page 7-4).
 - b. Modify office (general) definition to include maker spaces, co-working spaces, network mixer spaces, and conference spaces (page 7-12).

PUBLIC HEARING NOTICE AND NOTIFICATION

The public hearing notice was published in the San Gabriel Valley Examiner newspaper on March 16, 2023, as a display advertisement at least one-eighth page in size and a minimum of ten (10) days before March 28, 2023, hearing as required by law.

ENVIRONMENTAL DETERMINATION

Pursuant to the California Environmental Quality Act (CEQA), the City has analyzed the project, proposed Covina Town Center Specific Plan Amendment No. 4, and concluded that the project is exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15061(b)(3), because the activity in question does not have a significant effect on the physical environment, in that the proposed modifications to the Covina Town Center Specific Plan provides clarification as to where certain uses could occur that may require their own specific CEQA assessment on a case-by-case basis, and provide further definition clarity to uses and activities already listed as either permitted or permitted with the approval of a

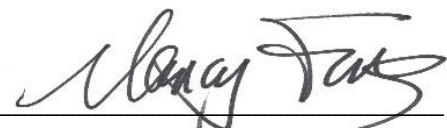
conditional use permit. Furthermore, the City has determined that the project does not involve substantial changes which will result in new significant environmental effects, or impacts of substantially greater severity, substantial changes have not occurred with respect to the circumstances under which the project is undertaken which will result in new significant environmental effects or substantially more severe impacts, and that the project does not involve new information of substantial importance, which shows that the project will have significant effects not discussed in the prior EIR (SCH – 2018081009) and SOC. All potential environmental impacts associated with the adoption of the 2019 Covina Town Center Specific Plan (CTCSP) are adequately addressed by the prior certified EIR (SCH – 2018081009) and SOC, and the mitigation measures contained in the prior certified EIR (SCH – 2018081009) will reduce those impacts to a level that is less than significant. The CTCSP EIR serves as the previous CEQA document considered in this CEQA Analysis and is hereby incorporated by reference. Therefore, no further environmental review is required for the proposed project pursuant to CEQA Guidelines Section 15162. Furthermore, on February 21, 2023, the City Council adopted the Final Initial Study/Mitigated Negative Declaration, including the Mitigation Monitoring and Reporting Program for the adoption of an Ordinance regulating cannabis businesses.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission adopt Resolution 2023-004 PC recommending approval of a CEQA exemption and Covina Town Center Specific Plan Amendment No. 4 to the City Council.

Prepared by:

Approved By:



Nancy Fong, AICP
Community Development Consultant



Brian K. Lee
Director of Community Development

ATTACHMENTS

- A. Draft Planning Commission Resolution 2023-004 PC Recommending Approval of CTCSP Amendment No. 4 and CEQA exemption
- B. Exhibit 1 to PC Resolution (City Council Resolution CC 2023-____);and
- C. Exhibit A to City Council Resolution (changes to various pages of Chapters 3, 4, and 7)

RESOLUTION 2023-004 PC

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA, RECOMMENDING THAT THE CITY COUNCIL ADOPT A RESOLUTION APPROVING COVINA TOWN CENTER SPECIFIC PLAN AMENDMENT (CTCSPA) NO. 4, AMENDING VARIOUS CHAPTERS AS FOLLOWS: ADDING LAND USE CATEGORIES AND ESTABLISHING CORE DOWNTOWN AREA PROHIBITING CANNABIS BUSINESSES IN CHAPTER 3; CLARIFYING RESIDENTIAL GROUND FLOOR HEIGHT FOR TABLE 4-1 BUILDING FORM, AND ADDING SIGN STANDARDS IN CHAPTER 4; ADDING NEW DEFINITIONS IN CHAPTER 7; AND MAKING A DETERMINATION OF EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND THAT NO FURTHER ENVIRONMENTAL REVIEW IS REQUIRED

WHEREAS, on November 29, 2019, the City Council of the City of Covina adopted Resolution CC 19-112 and certified the Final Environmental Impact Report (Final EIR) for the Covina Town Center Specific Plan (CTCSP) Project as being in compliance with the California Environmental Quality Act (CEQA). The City Council further adopted Environmental Findings, a Statement of Overriding Considerations, and a Mitigation Monitoring and Reporting Program for the CTCSP Project. The City Council further determined that all of the findings were based upon the information and evidence set forth in the Final EIR and in the record of the proceedings. The City Council further determined that each of the overriding benefits stated in the Findings and the Statement of Overriding Considerations were justified despite any significant unavoidable impacts identified in the Final EIR; and

WHEREAS, the long-term strategies of the Covina Town Center Specific Plan are to promote transit-oriented development, increase opportunities of rail ridership, improve first/last mile opportunities, and revitalize and reinvigorate Covina's town center; and

WHEREAS, from time to time, staff may find it necessary to amend the Covina Town Center Specific Plan to provide clarification or to update allowable uses to better reflect the needs and demands of the community; and

WHEREAS, the Covina Town Center Specific Plan amendments were approved by the City Council of the City of Covina on September 1, 2020 (Amendment No. 1 and Amendment No. 2), and September 20, 2022 (Amendment No. 3); and

WHEREAS, staff has found there is a need to modify chapter 3 and add new land use categories and expand the local market on experiences, goods and services not currently available in the Specific Plan area, and to further improve, add and clarify standards and guidelines regarding building height and signs within chapter 4, and add new definitions in Chapter 7; and

WHEREAS, pursuant to the California Environmental Quality Act (CEQA), the City has analyzed the project, proposed Covina Town Center Specific Plan Amendment, and concluded that the project is exempt from the requirements of the California Environmental Quality Act

(CEQA) per CEQA Guidelines Section 15061(b)(3), because the activity in question does not have a significant effect on the physical environment, in that the proposed modifications to the Covina Town Center Specific Plan provides clarification as to where certain uses could occur that may require their own specific CEQA assessment on a case-by-case basis, and provide further definition clarify to uses and activities already listed as either permitted or permitted with the approval of a conditional use permit. Furthermore, the City has determined that the project does not involve substantial changes which will result in new significant environmental effects, or impacts of substantially greater severity, substantial changes have not occurred with respect to the circumstances under which the project is undertaken which will result in new significant environmental effects or substantially more severe impacts, and that the project does not involve new information of substantial importance, which shows that the project will have significant effects not discussed in the prior EIR (SCH – 2018081009) and SOC. All potential environmental impacts associated with the adoption of the 2019 Covina Town Center Specific Plan (CTCSP) are adequately addressed by the prior certified EIR (SCH – 2018081009) and SOC, and the mitigation measures contained in the prior certified EIR (SCH – 2018081009) will reduce those impacts to a level that is less than significant. The CTCSP EIR serves as the previous CEQA document considered in this CEQA Analysis and is hereby incorporated by reference; Therefore, no further environmental review is required for the proposed project pursuant to CEQA Guidelines Section 15162; and

WHEREAS, on March 28, 2023, the Planning Commission conducted a duly noticed public hearing and considered the proposed Covina Town Center Specific Plan Amendment No. 4. After receiving oral and written evidence, and public input, the Planning Commission concluded the hearing on that date; and

WHEREAS, all legal prerequisites prior to adoption of this Resolution have occurred.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are true and correct and are incorporated herein and made an operative part of this Resolution.

Section 2. California Environmental Quality Act Findings. The proposed Covian Town Center Specific Plan Amendment No. 4 has been environmentally reviewed pursuant to the provisions of CEQA and the State CEQA Guidelines.

Section 3. Findings. Based on the evidence in the record, the Planning Commission finds that the proposed Covina Town Center Specific Plan Amendment No. 4 is consistent with the Land Use Plan and the Programs and Implementation Measures of the Covina General Plan Land Use Element, and is in compliance with State Law.

Section 4. Planning Commission Recommendation. After giving full consideration to all evidence presented at the public hearing and in consideration of the findings stated in the attached City Council Resolution, the Planning Commission does hereby recommend that the City Council of the City of Covina adopt the Resolution, substantially as set forth in attached hereto in Exhibit 1 as follows:

CITY COUNCIL DRAFT RESOLUTION CC 2023-_____ A
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA,
APPROVING COVINA TOWN CENTER SPECIFIC PLAN
AMENDMENT (CTCSPA) NO. 4, AMENDING VARIOUS CHAPTERS
AS FOLLOWS: ADDING LAND USE CATEGORIES AND
ESTABLISHING CORE DOWNTOWN AREA PROHIBITING
CANNABIS BUSINESSES IN CHAPTER 3; CLARIFYING
RESIDENTIAL GROUND FLOOR HEIGHT FOR TABLE 4-1
BUILDING FORM, AND ADDING SIGN STANDARDS IN CHAPTER
4; ADDING NEW DEFINITIONS IN CHAPTER 7; AND MAKING A
DETERMINATION OF EXEMPTION FORM THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT AND THAT NO FURTHER
ENVIRONMENTAL REVIEW IS REQUIRED

Section 5. The documents and materials that constitute the record of proceedings on which these findings and this Resolution are based are located at the City Clerk's Office or the Community Development Department, Planning Division, located at 125 E. College Street, Covina, CA 91723 or at www.covinaca.gov. The custodian of these records is the City Clerk.

Section 6. The Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED by the members of the Planning Commission of Covina this 28th day of March, 2023.

SUSAN ZERMENO, CHAIR
CITY OF COVINA PLANNING COMMISSION

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Planning Commission of the City of Covina at a regular meeting thereof held on the by the following vote of the Planning Commission:

AYES:
NOES:
ABSENT:
ABSTAIN:

COVINA PLANNING COMMISSION SECRETARY

EXHIBIT 1

RESOLUTION CC 2023-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, ADOPTING A RESOLUTION APPROVING COVINA TOWN CENTER SPECIFIC PLAN AMENDMENT (CTCSPA) NO. 4, AMENDING VARIOUS CHAPTERS AS FOLLOWS: ADDING LAND USE CATEGORIES AND ESTABLISHING CORE DOWNTOWN AREA PROHIBITING CANNABIS BUSINESSES IN CHAPTER 3; CLARIFYING RESIDENTIAL GROUND FLOOR HEIGHT FOR TABLE 4-1 BUILDING FORM, AND ADDING SIGN STANDARDS IN CHAPTER 4; ADDING NEW DEFINITIONS IN CHAPTER 7; AND MAKING A DETERMINATION OF EXEMPTION PURSUANT TO CALIFORNIA ENVIRONMENTAL QUALITY ACT AND THAT NO FURTHER ENVIRONMENTAL REVIEW IS REQUIRED

WHEREAS, on November 29, 2019, the City Council of the City of Covina adopted Resolution CC 19-112 and certified the Final Environmental Impact Report (Final EIR) for the Covina Town Center Specific Plan (CTCSP) Project as being in compliance with the California Environmental Quality Act (CEQA). The City Council further adopted Environmental Findings, a Statement of Overriding Considerations, and a Mitigation Monitoring and Reporting Program for the CTCSP Project. The City Council further determined that all of the findings were based upon the information and evidence set forth in the Final EIR and in the record of the proceedings. The City Council further determined that each of the overriding benefits stated in the Findings and the Statement of Overriding Considerations were justified despite any significant unavoidable impacts identified in the Final EIR; and

WHEREAS, the long-term strategies of the Covina Town Center Specific Plan are to promote transit-oriented development, increase opportunities of rail ridership, improve first/last mile opportunities, and revitalize and reinvigorate Covina's town center; and

WHEREAS, from time to time, the City Council may find it necessary to amend the Covina Town Center Specific Plan to provide clarification or to update allowable uses to better reflect the needs and demands of the community; and

WHEREAS, the Covina Town Center Specific Plan amendments were approved by the City Council of the City of Covina on September 1, 2020 (Amendment No. 1 and Amendment No. 2), and September 20, 2022 (Amendment No. 3); and

WHEREAS, staff has found there is a need to modify chapter 3 and add new land use categories and expand the local market on experiences, goods and services not currently available in the specific plan area, and to further improve, add and clarify standards and guidelines regarding building height and signs within chapter 4, and add new definitions in Chapter 7; and

WHEREAS, pursuant to the California Environmental Quality Act (CEQA), the City has analyzed the project, proposed Covina Town Center Specific Plan Amendment No. 4, and concluded that the project is exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15061(b)(3), because the activity in question does not have a

significant effect on the physical environment, in that the proposed modifications to the Covina Town Center Specific Plan provides clarification as to where certain uses could occur that may require their own specific CEQA assessment on a case-by-case basis, and provide further definition clarify to uses and activities already listed as either permitted or permitted with the approval of a conditional use permit. Furthermore, the City has determined that the project does not involve substantial changes which will result in new significant environmental effects, or impacts of substantially greater severity, substantial changes have not occurred with respect to the circumstances under which the project is undertaken which will result in new significant environmental effects or substantially more severe impacts, and that the project does not involve new information of substantial importance, which shows that the project will have significant effects not discussed in the prior EIR (SCH – 2018081009) and SOC. All potential environmental impacts associated with the adoption of the 2019 Covina Town Center Specific Plan (CTCSP) are adequately addressed by the prior certified EIR (SCH – 2018081009) and SOC, and the mitigation measures contained in the prior certified EIR (SCH – 2018081009) will reduce those impacts to a level that is less than significant. The CTCSP EIR serves as the previous CEQA document considered in this CEQA Analysis and is hereby incorporated by reference; . Therefore, no further environmental review is required for the proposed project pursuant to CEQA Guidelines Section 15162; and

WHEREAS, on March 28, 2023, the Planning Commission conducted a duly noticed public hearing and considered the proposed Covina Town Center Specific Plan Amendment No. 4. After receiving oral and written evidence, and public input, the Planning Commission concluded the hearing on that date, and by a _____ vote, adopted Resolution No. 2023-004 PC recommending to the City Council the approval of the Covina Town Center Specific Plan Amendment No. 4 and a determination of CEQA exemption; and

WHEREAS, on _____ the City Council of the City of Covina held a duly noticed public hearing as prescribed by law to consider the proposed Covina Town Center Specific Plan Amendment No. 4, and any comments received prior to or at the public hearing, at which time staff presented its report, and interested persons had an opportunity to and did testify either in support or in opposition to proposed Covina Town Center Specific Plan Amendment No. 4. Following consideration of the entire record of information received at the public hearing and due consideration of the proposed Covina Town Center Specific Plan Amendment No. 4, the City Council closed the public hearing on that same date; and

WHEREAS, all legal prerequisites prior to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Recitals. The foregoing recitals are true and correct and are incorporated herein and made an operative part of this Resolution.

SECTION 2. In considering this application relative to the California Environmental Quality Act (CEQA) Guidelines, the City Council affirms the determination of the Planning Commission that the Covina Town Center Specific Plan Amendment No. 4 is not subject to the CEQA pursuant to CEQA Guidelines Sections 15061(b)(3). Where it can be seen with certainty that there is no

possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Further, the City Council determined that the proposed Amendment No. 4 does not involve substantial changes which will result in new significant environmental effects, or impacts of substantially greater severity, substantial changes have not occurred with respect to the circumstances under which the project is undertaken which will result in new significant environmental effects or substantially more severe impacts, and that the project does not involve new information of substantial importance, which shows that the project will have significant effects not discussed in the prior EIR (SCH – 2018081009) and SOC. All potential environmental impacts associated with the adoption of the 2019 Covina Town Center Specific Plan (CTCSP) are adequately addressed by the prior certified EIR (SCH – 2018081009) and SOC, and the mitigation measures contained in the prior certified EIR (SCH – 2018081009) will reduce those impacts to a level that is less than significant. Therefore, no further environmental review is required for the proposed project pursuant to CEQA Guidelines Section 15162.

SECTION 3. The City Council has reviewed the proposed CTCSP Amendment No. 4, the Planning Commission hearing input and reports, and all evidence received by the Planning Commission and at the City Council hearings, and all documents and evidences are hereby incorporated by reference into this Resolution. After giving full consideration to all evidence presented at the public hearing, both oral and written, and after being fully informed, the City Council does hereby find and decide that the proposed CTCSP Amendment No. 4 is consistent with the public interest and with the City’s General Plan for the following reasons:

- a. The proposed CTCSP Amendment No. 4 meet the long term strategies of the Specific Plan to promote transit-oriented development, increase opportunities of rail ridership, improve first/last mile opportunities, and revitalize and reinvigorate Covina’s town center;
- b. The proposed CTCSP Amendment No. 4 is a unique opportunity to facilitate redevelopment that capitalizes on Covina’s downtown strengths, and focuses on access to the regional transportation network (Land Use Element III C.1.a.6); and

SECTION 4. In consideration of the findings stated above, the City Council of the City of Covina does hereby approve Covina Town Center Specific Plan (CTCSP) Amendment No. 4, as set forth below and in Exhibit “A” (Amendments) incorporated herein by this reference as though set forth in full.

1. Amend Chapter 3, Land Use and Zoning, as follows:
 - a. Modify Figure 3-1 Zoning Designation by adding the defined boundary prohibiting cannabis business in the downtown core area.
 - b. Modify Allowable Land Uses on Table 3-2 for page 3-22 through page 3-35 :
 - Add Entertainment and Performance Arts Theatre with ancillary uses in the Historic Core zone (page 3-24). The City is the property owner of the Covina Performing Arts Theatre.
 - Add indoor and outdoor recreation facilities as conditionally permitted use within the F.A.I.R., Historic Core, Civic Core, and Cultural Core zones (page 3-24).

- Add pop-up food truck on private property, subject to conditional use permit for F.A.I.R., Historic Core, Civic Core, and Cultural Core zones (page 3-25).
 - Add shared space retail/service (Food Halls) within the Cultural Core zone (page 3-26).
 - Expand the boutique winery, brewery and distill alcohol with on-site tasting use, subject to a Conditional Use Permit in the Civic Core and Cultural Core zones (page 3-27).
 - Add cultural/civic facilities (non-government) and government facilities as permitted use to the Mixed-use, F.A.I.R., and Historic Core zones (page 3-27).
 - Expand utilities as permitted use within the Mixed-use, F.A.I.R., and Historic Core zones (page 3-28).
 - Add live/work unit use to TOD/HDR, Civic, and Cultural Core zones. Add multi-family use to the Civic Core zone (page 3-20).
 - Add small and large family day care facilities to Residential Town Center East, Residential Town Center West, Neighborhood, TOD/HDR, Mixed-use, F.A.I.R., Historic Core, and Cultural Core zones (page 3-31). Small family day care is defined as up to 6 children. Large family day care is defined as 7 and 14 children.
 - Add cannabis businesses to Mixed-use and F.A.I.R. zones, subject to a conditional use permit, the new Covina Municipal Code Chapter 5.28 cannabis business permit process, and Chapter 17.84 cannabis prohibitions and regulations (page 3-31).
 - Expand the office (general) use to include maker spaces, co-working spaces, conference spaces, and network mixer spaces. Eliminate the restriction of not allowing ground floor office space in the F.A.I.R. zone (page 3-32).
 - Under the Prohibition Uses of page 3-33, modify commercial cannabis activity by identifying the land use zones that allow cannabis businesses subject to CMC Chapter 5.80 and Chapter 17.62 and Chapter 17.84, and Figure 3-2 (page 3-33 and page 3-44).
 - Add Figure 3-2, a map showing the Core Downtown Area Prohibiting Cannabis Businesses (page 3-34).
2. Amend Chapter 4 Design Guidelines and Standards as follows:
 - a. Eliminate the required 10-foot minimum ground floor height for a residential project (page 4-29).
 - b. Modify the sign standards on page 4-60, allowing "painted sign" or "wall sign display above the second story," if it is historically accurate for the historic structure or contributes to the significance of the historic area, subject to the Director's review and approval (page 4-60).
 3. Amend Chapter 7 Glossary as follows:
 - a. Add definitions for indoor recreation facilities and outdoor recreation facilities (page 7-4).
 - b. Modify office (general) definition to include maker spaces, co-working spaces, network mixer spaces, and conference spaces (page 7-12).

SECTION 5. The documents and materials that constitute the record of proceedings on which these findings and this Resolution are based are located at the City Clerk's Office located at 125 E. College Street, Covina, CA 91723. The custodian of these records is the City Clerk.

SECTION 6. Effective Date. This Resolution shall be effective upon adoption.

SECTION 7. Certification. The City Clerk shall certify to the passage and adoption of this Resolution and shall enter the same in the Book of Original Resolutions.

SIGNED AND APPROVED this _____ day of _____, 2023.

, Mayor

ATTEST:

FABIAN VELEZ, Deputy City Clerk

APPROVED AS TO FORM:

CANDICE K. LEE, City Attorney

CERTIFICATION

I, Fabian Velez, Deputy City Clerk of the City of Covina, do hereby certify that Resolution CC 2023-_____ was duly adopted by the City Council of the City of Covina at a regular meeting held on the _____ of _____, 2023, by the following vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

Dated:

FABIAN VELEZ,
Chief Deputy City Clerk

Resolution CC 2023-_____

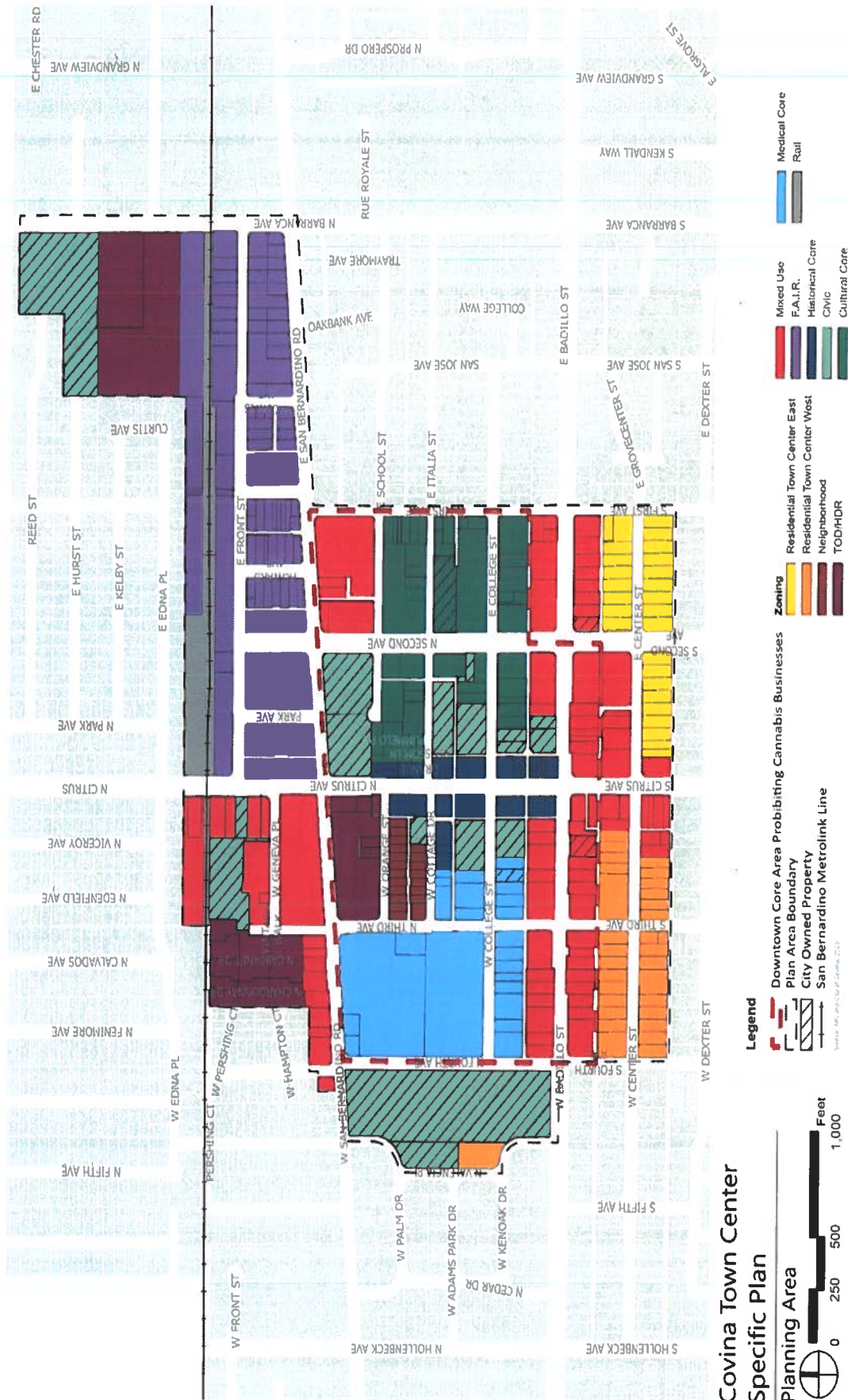
EXHIBIT A

**COVINA TOWN CENTER SPECIFIC PLAN AMENDMENT NO. 4
CHANGES TO VARIOUS PAGES OF CHAPTERS 3, 4, AND 7**

11 ZONING DESIGNATIONS (Revised 9-20-22)

Figure 3-1

The CTCSP zoning designations regulate the allowable uses within the Plan area (Figure 3-1 and Table 3-1). The descriptions for each land use designation below reflect future conditions



ALLOWABLE LAND USE BY ZONING DESIGNATION

Allowed land uses within the CTCSP are listed in **Table 3-2**. Certain uses may be subject to special conditions regarding the location, operation, design, or special permitting requirements of the use. Following an application submittal, the Community Development Director or his/her designee shall determine as to whether the proposed use is permitted, conditionally permitted, prohibited, or allowed as a temporary or accessory use to a permitted use.

- A Permitted Use (P) is allowed without discretionary approval and subject to all applicable provisions of this Specific Plan.
- A Conditionally Permitted Use (CUP) requires discretionary approval in the form of a Conditional Use Permit authorized by the Planning Commission and subject to the requirements outlined in CMC Chapter 17.62.
- An accessory use (A) refers to a use that is customarily incidental and subordinate to a primary use of the land or building and located on the same lot with the primary use or building.
- Any use not specifically listed in Table 3-2 shall be interpreted as not allowed in the Covina Town Center.
- Uses specifically not allowed in this Specific Plan are indicated by (—).

¹ Substantially similar is defined as a use producing a similar product, having similar hours of operation, or having similar operation equipment or procedures as an use defined in the CTCSP.

It is not possible to anticipate every land use that might be proposed and suitable in the future. Uses not listed in the table, unless determined to be substantially similar¹ to a listed use, following an application for use determination, the Director of Community Development of his/her designee shall decide whether the proposed use is permitted, conditionally permitted, prohibited, or allowed as a temporary or accessory use to a permitted use. The use determination by the Director is final unless an appeal is received within 10 calendar days from the decision. The Director may, at his/her discretion, refer the use determination request to the Planning Commission or the City Council as set forth in the CMC Chapter 17. Prohibited uses are listed at the end of this chapter. All existing nonconforming uses that are listed as prohibited shall be subject to the procedures outlined in Chapter 6. Detailed definitions for uses are listed in Chapter 7.

Table 3-2 Allowable Land Use (Revised: 9-1-2020; 9-20-2022)

USES	P = Permitted by Right CUP = Conditional Use Permit ACUP = Administrative Conditional Use Permit A = Permitted as an Accessory Use — = Not Allowed											RTC-W = Residential Town Center West RTC-E = Residential Town Center East N = Neighborhood T/H = TOD/HDR MU = Mixed Use				F = F.A.I.R HC = Historic Core C = Civic CC = Cultural Core MC = Medical Core R = Rail			
	ZONES											ADDITIONAL REGULATIONS/NOTES							
	RTC-W	RTC-E	N	T/H	MU	F ²	HC	C	CC	MC	R								
Accessory Uses																			
Private outdoor patios, decks, rooftop decks	P	P	P	P	P	P	P	P	P	P	P	P	P	Subject to CMC Chapter 17.64 Site Plan Review – Director’s Approval.					
Public or Private EV Charging Stations or Centers	P	P	P	P	P	P	P	P	P	P	P	P	P	Subject to CMC Chapter 17.64 Site Plan Review – Director’s Approval.					
ATM facilities	-	-	-	A	A	A	A	A	A	A	A	A	-	Subject to CMC Chapter 17.64 Site Plan Review - Director’s Approval.					
Smart Parcel Lockers	-	-	-	A	A	A	A	A	A	A	A	A	A	Subject to CMC Chapter 17.64 Site Plan Review – Director’s Approval.					
Eating, Entertainment, and Drinking Establishments																			
Alcohol Sales, On-Site with or without Food Service.	-	-	-	-	CUP	CUP	CUP	CUP	CUP	CUP	-	-	-	Includes full service restaurants (see CMC Chapter 17.04.100), bars, lounges, taverns, brew-pubs, food to go/take out establishments and other uses similar in nature and operation. Excludes nightclubs and establishments with dancing. Alcohol sales area exceeding 2,000 square feet of gross floor area shall be considered as bar or lounges and not as bona fide/full service restaurants. Subject to provisions of CMC Chapter 17.62.026.					
Commercial Kitchen, Culinary Education and Retail Kitchenware store	-	-	-	-	P	P	P	-	-	-	-	-	-	Comply with Chapter 7 of CTCSP.					
Hospital Cafeteria (without alcohol)	-	-	-	-	-	-	-	-	-	-	-	P	-						
Establishments with Live Entertainment, including Dancing (with or without alcohol)	-	-	-	-	CUP	CUP	CUP	-	-	-	-	-	-	Comply with CMC Chapter 5.28: Entertainment.					

² Require a CUP for applying the TOD/HDR density, design and development standards to residential project.

USES	P = Permitted by Right CUP = Conditional Use Permit ACUP = Administrative Conditional Use Permit A= Permitted as an Accessory Use — = Not Allowed										ZONES										ADDITIONAL REGULATIONS/NOTES
	RTC-W	RTC-E	N	T/H	MU	F	HC	C	CC	MC	R										
Eating, Entertainment, and Drinking Establishments																					
Entertainment and Performance Establishments (without alcohol)	-	-	-	-	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Subject to the provisions of CMC Chapter 5.28: Entertainment. Excludes establishment in which alcoholic beverages are sold, served, or given away for consumption on-site. See Alcohol Sales, On-Site with or without Food Service.		
Entertainment and Performance Arts Theatre with ancillary uses such as but not limited to banquets, rental of theatre, special events, and on-site alcohol																			Subject to the provisions of CMC Chapter 5.28: Entertainment. Comply with CMC Chapter 17.62. See Chapter 7 of CTCSP - Alcohol Sales, On-Site with or without Food Service.		
Indoor Recreation Facilities																			Comply with CTCSP Chapter 7 Glossary. Comply with CMC Chapter 17.62 for On-site Alcohol Sales		
Outdoor Recreation Facilities																			Comply with CTCSP Chapter 7 Glossary. Comply with CMC Chapter 17.62 for On-site Alcohol Sales		
Retail Establishments with ancillary food or beverage service (with or without alcohol)	-	-	-	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Comply with CMC Chapter 17.62. See Chapter 7 of CTCSP - Alcohol Sales, On-Site with or without Food Service.		
Restaurant, Full-Service, Food To Go/Take-out, or Fast Food (without alcohol)	-	-	-	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
Restaurant, Full-Service, Food To Go/Take-out, or Fast Food (with alcohol)	-	-	-	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	Comply with CMC Chapter 17.62 . See Chapter 7 of CTCSP - Alcohol Sales, On-Site with or without food Service.		
Drive Through or Drive Up Facilities	-	-	-	-	CUP	-	-	CUP	CUP	-	-	CUP	CUP	-	-	CUP	CUP	-			

USES	P = Permitted by Right CUP = Conditional Use Permit ACUP = Administrative Conditional Use Permit A= Permitted as an Accessory Use — = Not Allowed												RTC-W = Residential Town Center West RTC-E = Residential Town Center East N = Neighborhood T/H = TOD/HDR MU = Mixed Use	F = F.A.I.R HC = Historic Core C = Civic CC = Cultural Core MC = Medical Core R = Rail
	ZONES													
	RTC-W	RTC-E	N	T/H	MU	F	HC	C	CC	MC	R			
	Eating, Entertainment, and Drinking Establishments													
Outdoor Dining (with alcohol)	-	-	-	CUP	CUP	CUP	CUP	CUP	CUP	-	-	Comply with Chapter 7 of CTCSP - Alcohol Sales, On-Site with or without Food Service. Subject to provisions of CMC Chapter 11.26: Outdoor Sidewalk Dining and CMC Chapter 17.57: Outdoor Dining and Display. Parking for outdoor dining areas is required only for outdoor seats in excess of 25 or a number of outdoor seats equivalent to 50% of the number of indoor seats, whichever is less.		
Outdoor Dining (without alcohol) within Private Property	-	-	-	P	P	P	P	P	P	-	-	Subject to provisions of CMC Chapter 11.26: Outdoor Sidewalk Dining and CMC Chapter 17.57: Outdoor Dining and Display. Parking for outdoor dining areas is required only for outdoor seats in excess of 25 or a number of outdoor seats equivalent to 50% of the number of indoor seats, whichever is less.		
Outdoor Dining (without alcohol) within Public Right-of-Way	-	-	-	ACUP	ACUP	ACUP	ACUP	ACUP	ACUP	-	-	Subject to provisions of CMC Chapter 11.26: Outdoor Sidewalk Dining and CMC Chapter 17.57: Outdoor Dining and Display. Parking for outdoor dining areas is required only for outdoor seats in excess of 25 or a number of outdoor seats equivalent to 50% of the number of indoor seats, whichever is less.		
Pop up Food Trucks or Pods (with alcohol) stationed on private property for more than 180 days						CUP	CUP	CUP	CUP					
Pop up Food Trucks or Pods	-	-	-	-	ACUP	P	ACUP	ACUP	ACUP	-	ACUP			

USES	P = Permitted by Right CUP = Conditional Use Permit ACUP = Administrative Conditional Use Permit A= Permitted as an Accessory Use — = Not Allowed	RTC-W = Residential Town Center West RTC-E = Residential Town Center East N = Neighborhood T/H = TOD/HDR MU = Mixed Use	F = F.A.I.R HC = Historic Core C = Civic CC = Cultural Core MC = Medical Core R = Rail	ZONING DESIGNATIONS											ADDITIONAL REGULATIONS/NOTES
				RTC-W	RTC-E	N	T/H	MU	F	HC	C	CC	MC	R	
				Eating, Entertainment, and Drinking Establishments											
				Prohibit swap meets, flea markets, open-air markets, or other similar terms. The primary characteristic shared by these events involves used personal property being offered or displayed by temporary vendors within a shared space. The vendors engage in a series of sales sufficient in number, scope, and character constituting a regular course of business (based on California’s Business and Professions Code, Division 8, Chapter 9, Article 6, 21661).											
Shared Space Retail/Service (Food Halls)	-	-	-	p	P	P	P	P	P	P	-	-	Comply with CMC Chapter 17.62.026 for regulations and standards for alcohol sales.	A CUP for on-site consumption of alcohol is required either in the form of a master CUP obtained by the owner/operator of the Shared Space Retail/Service establishment and covering all the lessees in the establishment or a CUP for an individual business leasing a space.	

USES	P = Permitted by Right CUP = Conditional Use Permit ACUP = Administrative Conditional Use Permit A= Permitted as an Accessory Use — = Not Allowed												RTC-W = Residential Town Center West RTC-E = Residential Town Center East N = Neighborhood T/H = TOD/HDR MU = Mixed Use	F = F.A.I.R HC = Historic Core C = Civic CC = Cultural Core MC = Medical Core R = Rail
	ZONES													
	RTC-W	RTC-E	N	T/H	MU	F	HC	C	CC	MC	R			
	ADDITIONAL REGULATIONS/NOTES													
INDUSTRIAL													Comply with CMC Chapter 17.62.026 for regulations and standards for alcohol sales.	
Boutique Winery, Brewery and Distill Alcohol Production and On-Site Tasting. May have ancillary uses such as retail sales, food trucks, food services, public assembly, and special event.	-	-	-	-	CUP	CUP	CUP	CUP	CUP	-	-	-	Calculations of gross floor area for alcohol sales and entertainment establishment regulations exclude areas used for alcohol production that are not accessible to the public.	
Industrial, Light	-	-	-	-	-	P	-	-	-	-	-	-	Automobile Sales and Services are not allowed. Automobile Sales and Service uses that were lawfully established and approved before the effective date of adoption or amendment of this Specific Plan, but which no longer comply, may be continued so long as such use remains otherwise lawful. Any update or upgrade of the use is subject to a CUP and will require full compliance with this Specific Plan.	
Outdoor Storage	-	-	-	-	-	A	-	-	-	A	-	-	Comply with CMC Chapter 17.54.170 for additional screening regulations. Must be screened from public right-of-way view.	
Research and Development	-	-	-	-	-	P	-	-	-	-	-	-		
Indoor Food Production (Urban Agriculture, Vertical Farms)						CUP							Comply with Chapter 7 Glossary	
INSTITUTIONAL AND PUBLIC FACILITIES														
Cultural/Civic Facilities (Non-Governmental)	-	-	CUP	-	P	P	P	P	P	P	P	-		
Government Facilities	-	-	CUP	-	P	P	P	P	P	P	P	-		

USES	P = Permitted by Right CUP = Conditional Use Permit ACUP = Administrative Conditional Use Permit A= Permitted as an Accessory Use — = Not Allowed												RTC-W = Residential Town Center West RTC-E = Residential Town Center East N = Neighborhood T/H = TOD/HDR MU = Mixed Use	F = F.A.I.R HC = Historic Core C = Civic CC = Cultural Core MC = Medical Core R = Rail
	ZONES													
	RTC-W	RTC-E	N	T/H	MU	F	HC	C	CC	MC	R			
	INSTITUTIONAL AND PUBLIC FACILITIES													
Open/Public Space, Usable or Improved including public or private plazas, greenways, and paseos.	-	-	-	P	P	P	P	P	P	P	P			
Parking Facilities	-	-	-	P	P	P	P	P	P	P	P			
Parks and Recreation Facilities	-	-	-	P	P	P	P	P	P	P	-			
Parklets	-	-	-	ACUP	ACUP	ACUP	ACUP	ACUP	ACUP	ACUP	-			
Schools (Public and Private)	-	-	-	-	-	P	-	P	P	P	-			
Trade and Vocational Schools	-	-	-	-	-	P	-	P	P	P	-			
Transit Station	-	-	-	-	-	-	-	-	-	-	P			
Utilities	-	-	-	-	P	P	P	P	P	-	-	Comply with Chapter 7 Implementation and CMC Chapter 17.65 Wireless Communications Facilities.		

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	ZONES											ADDITIONAL REGULATIONS/NOTES				
	RTC -W	RTC- E	N	T/H	MU	F	HC	C	CC	MC	R					
MEDICAL RELATED USES																
Medical Clinics	-	-	-	-	CUP	-	-	-	-	P	-					
Medical and Dental Offices	-	-	CUP	-	-	-	-	-	-	P	-	Ground floor office uses are only allowed in the Medical Core designation.				
Hospitals	-	-	-	-	-	-	-	-	-	P	-					
Laboratories, Medical or Dental	-	-	-	-	CUP	CUP	-	-	-	P	-					
Pharmacies	-	-	CUP	-	P	CUP	-	-	-	P	-					
Veterinary Services (Animal Hospital/Clinic) with boarding and/or daycare	-	-	-	-	P	P	-	-	-	P	-	Temporary boarding allowed only in association with medical or surgical treatment.				
MIXED USES																
Civic/Residential Mixed Use	-	-	-	-	-	-	-	P	-	-	-					
Civic/Commercial Mixed Use	-	-	-	-	-	-	-	P	-	-	-					
Mixed Use	-	-	-	P	P	P	P	P	-	-	-	Comply with CMC Chapter 17.64.250 B. Exemption from CMC Chapter 17.64.190, Traffic Impact Analyses. As specified in the Los Angeles County congestion management program manual, certain development projects are exempted from conducting a congestion management program traffic impact analysis, as follows: Mixed-use development located within one-half mile of the Metrolink, if more than half of the land area, or floor area, of the mixed-use development is used for high density residential housing, as determined by Director of Community Development.				

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												RTC-W	RTC-E	N	T/H	MU	F	HC	C	CC	MC	R	
	RECREATION AND PUBLIC ASSEMBLY USES																						
Assembly/Meeting Facilities – Private	-	-	-	-	CUP	CUP	CUP	CUP	P	CUP	-	-	-										
Commercial Recreation Facility – Indoor	-	-	-	-	P	P	P	P	-	P	-	-	-					P	-	-	Includes gyms, “escape rooms”, video arcade, ice- or roller-skating rinks, trampoline, bounce house establishments, and rock climbing. Require CUP for on-site consumption of alcohol.		
Special/Temporary Events	-	-	ACUP	ACUP	ACUP	ACUP	ACUP	ACUP	ACUP	ACUP	ACUP	-	-					ACUP	ACUP	-	Consistent with business license/permit requirements in CMC Chapters 5.08 and 11.48.		
RESIDENTIAL																							
Co-Living	-	-	-	-	-	P	-	-	-	-	-	-	-				-	-	-	-			
Live/Work Unit	-	-	P	P	P	P	P	P	P	P	P	P	P				P	P	-	-			
Multiple-Family Dwelling	P	P	-	P	P	P	P	P	P	P	P	-					-						
Comply with CMC Chapter 17.64.250. Exemption from CMC Chapter 17.64.190, Traffic Impact Analyses. As specified in the Los Angeles County congestion management program manual, certain development projects are exempted from conducting a congestion management program traffic impact analysis, as follows: High density residential development located within one-fourth mile the Metrolink station; Ground floor residential is not allowed in the Historic Core.																							

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	ZONES											ADDITIONAL REGULATIONS/NOTES							
	RTC-W	RTC-E	N	T/H	MU	F	HC	C	CC	MC	R								
	RESIDENTIAL																		
Single-Family Dwelling	P	P	P	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Two-Family Dwelling (Duplex)	P	P	P	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Single Room Occupancy Residential (SRO)	-	-	-	-	CUP	P	CUP	-	-	-	-	-	-	-	-	-	-	-	
Small and Large Family Day Care/Licensed facilities	P	P	P	P	P	P	P	P	-	P	-	-	-	-	-	-	-	-	Small family day cares is up to 6 children. Large family day care is 7 to 14 children.
Small Group Home/Licensed Facilities	P	P	P	P	P	P	P	P	-	P	-	-	-	-	-	-	-	-	Small group home is 6 or fewer persons
RETAIL USES																			
Antique Store/Shop	-	-	-	-	P	P	P	P	-	-	-	-	-	-	-	-	-	-	Comply with CMC Chapter 17.04.051 and Chapter 7 of CTCSP.
Arts and Crafts Sales and Galleries	-	-	CUP	P	P	P	P	P	P	P	-	-	-	-	-	-	-	-	
Grocery Store, Small (less than 10,000 Sq. Ft.)	-	-	-	CUP	P	CUP	P	P	-	CUP	-	-	-	-	-	-	-	-	Require CUP for off-site consumption of alcohol.
Grocery Store, Large (Supermarket) (10,000 Sq. Ft. +)	-	-	-	CUP	CUP	CUP	-	-	-	-	-	-	-	-	-	-	-	-	Require CUP for off-site consumption of alcohol.
Cannabis Businesses	-	-	-	-	CUP	CUP	-	-	-	-	-	-	-	-	-	-	-	-	Comply with CMC Chapter 17.62 CUP, CMC Chapter 5.80 Cannabis Business Permit, and CMC Chapter 17.84 Cannabis Prohibitions and Regulations. Comply with CTCSP Chapter 3, Figure 3.2 for locational boundary in downtown area prohibiting cannabis retailers and Chapter 7 Glossary
Retail Store (less than 10,000 Sq. Ft.)	-	-	-	P	P	P	P	P	-	-	-	-	-	-	-	-	-	-	
Retail Store (10,000 Sq. Ft.+)	-	-	-	CUP	P	CUP	-	-	-	-	-	-	-	-	-	-	-	-	
Specialty Food Store, at least 1,000 Square feet in gross floor area.	-	-	-	-	P	P	P	P	P	P	P	-	-	-	-	-	-	-	Comply with Chapter 7 of CTCSP.
Specialty Store	-	-	-	P	P	P	P	P	-	-	-	-	-	-	-	-	-	-	Comply with Chapter 7 of CTCSP.

USES	P = Permitted by Right CUP = Conditional Use Permit ACUP = Administrative Conditional Use Permit A= Permitted as an Accessory Use — = Not Allowed											ZONES					ADDITIONAL REGULATIONS/NOTES	
	RTC-W	RTC-E	N	T/H	MU	F	HC	C	CC	MC	R							
	SERVICE USES																	
Animal Boarding/Kennels/Grooming	-	-	-	-	CUP	CUP	-	-	-	-	-	-						
Banks/Financial Institutions	-	-	-	P	P	P	P	P	P	P	-	-	Drive-through facility requires a CUP.					
Barber shops, Beauty Salons including Hair, Nails and Facial (neck up only)	-	-	-	P	P	P	P	P	P	P	-	-	Massage establishment prohibited					
Body Art	-	-	-	-	-	CUP	-	-	-	-	-	-	Comply with CMC Chapter 17.67.					
Business and Consumer Support Services	-	-	-	-	P	P	P	P	P	P	-	-	Comply with Chapter 7 Glossary of CTCSP.					
Health/Fitness Facility	-	-	-	CUP	P	P	P	-	-	-	P	-						
Office (General) including maker spaces, co-working spaces, conference spaces, and network mixer spaces	-	-	CUP	CUP	P	P	P	-	P	-	P	-	Ground-floor office uses are not allowed in the F.A.I.R. Zone.					
Personal Services (General)	-	-	-	CUP	CUP	CUP	CUP	-	-	-	-	-	Comply with Chapter 7 Glossary of CTCSP.					
Studio – Art, Dance, Music, Sound, Video	-	-	CUP	CUP	P	P	P	-	-	-	-	-						
Specialty Bar and Cigar Lounge, at least 1,500 square feet in floor area	-	-	-	-	-	CUP	CUP	-	-	-	-	-	Comply with CMC Chapter 17.61. On-site consumption of alcohol subject to a CUP. Comply with CMC Chapter 5.28 for entertainment. Comply with Chapter 7 of CTCSP.					
VISITOR ACCOMMODATIONS																		
Bed & Breakfast Inn or Lodge	-	-	-	-	-	CUP	CUP	-	-	-	-	-	Comply with CMC Chapter 17.62.027 for additional standards.					
Hotel	-	-	-	-	CUP	-	CUP	-	-	-	-	-	Comply with CMC Chapter 17.62.027 for additional standards.					
Motel	-	-	-	-	CUP	-	-	-	-	-	-	-	Comply with CMC Chapter 17.62.027 for additional standards.					

PROHIBITED USES (Revised: 9-1-2020; 9-20-2022)

The following uses, as defined in Chapter 7: Glossary, are prohibited within the CTCSP area:

- Adult-Oriented Businesses
- Auto Sales and Services
- Boarding/Rooming Houses
- Cannabis Cultivation (indoor/outdoor) per CMC Chapter 17.84
- Cannabis Distribution and Delivery per CMC Chapter 17.84
- Cannabis Manufacturing per CMC Chapter 17.84
- Check Cashing/ Payday Loan Use
- **Commercial Cannabis Activity (medical/nonmedical) per CTCSP Chapter 3, Figure 3-2, unless otherwise specifically listed on page 3-31 and subject to compliance with CMC Chapter 5.80, Chapter 17.62, and Chapter 17.84**
- Contractor Yards
- General Personal/Mini Storage
- Indoor Swap Meets
- Industrial, Heavy
- Massage Parlor
- Outdoor Storage, unless otherwise specifically listed on page 3-27
- Pawn Shops
- Service/Gas Stations
- Smoke/Tobacco Shops, unless otherwise specifically listed on page 3-32
- Stand Alone Recycling Centers
- Stand Alone Wireless Communication Facilities
- Thrift shops, secondhand, and used merchandise stores (specialty stores that sell one type of used item such as books or records is allowed under Specialty Store)
- Vehicle Storage (Primary)
- Warehouse/Storage

All existing nonconforming uses that are listed as prohibited shall be subject to the procedures outlined in Chapter 6 (Expiration of Prohibited Nonconforming Uses) of this Specific Plan.

Figure 3-2



Table 4-1: Building Form (Revised: 9-1-2020; 9-20-2022)

Town Center Districts	Residential	Mixed Use	Commercial	Office	Institutional	Industrial
Maximum Building Height						
Front Street/TOD/F.A.I.R. District	n/a	50'	35'	n/a	35'	n/a
Civic and Cultural Core	50'	50'	35'	35'	n/a	35'
Downtown West	50'	50'	35'	50'	n/a	n/a
Center Street Neighborhood District	35'	50'	n/a	n/a	n/a	n/a
Ground Floor Height	30' minimum (finished floor to ceiling)	14' minimum (finished floor to ceiling)	14' minimum (finished floor to ceiling)	14' minimum (finished floor to ceiling)	14' minimum (finished floor to ceiling)	14' minimum (finished floor to ceiling)
Maximum Floor Area Ratio						
All Town Center Districts, see Table 3-1 and Figure 3-2, pages 3-5 through 3-8 for Maximum Floor Area Ratio.						
Maximum Residential Density (du/ac)						
All Town Center Districts, see Table 3-1, pages 3-5 through 3-8 for Maximum Residential Density (du/ac).						
Setbacks						
Front Setback	10' minimum; Front porch may encroach up to 5'	Nonresidential: No minimum, Ground Floor Residential: 10' Minimum	No minimum, 5' maximum if used for landscaping or pedestrian amenities	No minimum, 5' maximum if used for landscaping or pedestrian amenities	No minimum, 5' maximum if used for landscaping or pedestrian amenities	No minimum, 5' maximum if used for landscaping or pedestrian amenities
Side Setback - Adjacent to Nonresidential Use or Zoning District other than R-1	5' minimum	Nonresidential: No minimum Ground Floor Residential: 10' Minimum	No minimum	No minimum	No minimum	No minimum
Side Setback - Adjacent to Existing Residential, School, or Park Use	10' minimum	10' minimum	10' minimum	10' minimum	10' minimum	10' minimum
Side Setback - Adjacent to R-1 Zoning Districts	Where a building is adjacent to an existing R-1 zone along its side and/or rear property lines, the first 2 stories of a structure shall be set back a minimum of 10' from the side and/or rear property line. The building shall step back a minimum of 30' from the adjacent side and/or rear property line for a third story and any story above.	Nonresidential: No minimum Ground Floor Residential: 10' Minimum	No requirement	No requirement	No requirement	No requirement
Rear - Adjacent to R-1 or R-2 Zoning Districts	Where a building is adjacent to an existing R-1 zone along its side and/or rear property lines, the first 2 stories of a structure shall be set back a minimum of 10' from the side and/or rear property line. The building shall step back a minimum of 30' from the adjacent side and/or rear property line for a third story and any story above.	Nonresidential: No minimum Ground Floor Residential: 10' Minimum	No requirement	No requirement	No requirement	No requirement
Rear - Adjacent to public alley	5' for building; 3' for parking Min. 5' setback from rail right-of-way	5' for building; 3' for parking Min. 5' setback from rail right-of-way	No requirement	No requirement	No requirement	No requirement
Rail	Min. 5' setback from rail right-of-way	Min. 5' setback from rail right-of-way	Min. 5' setback from rail right-of-way	Min. 5' setback from rail right-of-way	Min. 5' setback from rail right-of-way	Min. 5' setback from rail right-of-way
Front and Rear Setbacks						
Front Setback - Buildings taller than 3 stories	12' average from property line	12' average from property line	n/a	n/a	n/a	n/a
Side/Rear Setback - Where a building is adjacent to an existing R-1 parcel along its side and/or rear property lines	First two stories: 10' minimum Third story and above: 30' minimum	First two stories: 10' minimum Third story: 30' minimum	n/a	n/a	n/a	n/a
Open Space Requirements - Refer to pages 4-34 and 4-35 for private and common open space requirements						
General Requirements	125 s.f. per residential unit	125 s.f. per residential unit	n/a	n/a	n/a	n/a

Signs (revised 9-20-2022)

The design of building signs is important for **communicating information, reinforcing the architecture** of the building, and contributing to the Town Center's overall character.

The following sign standards and guidelines are to encourage high quality and unique signs, to complement and enhance the appearance of the buildings and the integrity of the architectural design while providing appropriate identification for businesses. In cases not covered by the sign standards and guidelines, the CMC Section 17.74 and 17.75 shall govern.

Standards

- Signs are for business identification only. The name of the business including any registered trademark is allowed. Extraneous information such as phone numbers, hours of operation and list of products or services are not allowed.
- Require signs to be subtle rather than dominate a space.
- Allow sign shapes, type styles, and color combinations to complement building styles and reflect the business they represent.
- Require signs to be wall-mounted or suspended from awnings above the sidewalk. Locate building-mounted signs on wall areas or architectural features specifically designed for signs, such as recessed wall areas, towers, turrets, or parapets.

• Prohibit signs painted directly onto building walls unless historically accurate for the particular historic structure, ***unless historically accurate for the particular historic structure or contribute to the significance of the historic area, subject to the Director review and approval.***

- A Sign Program shall be required for multi-tenant, non-residential buildings and multi-buildings for multiple-family residential or mixed-use complex.
- Building address display for multi-story buildings or building with multiple units: minimum 8" and maximum 12", and address affix below the roof parapet in a position that is visible for location identification. Where

required by building official or fire code official, building address shall be provided in additional locations to facilitate emergency response.

- Building address display above the front door entry: maximum 4" .
- The use of cannister type box signs with translucent backlit panel are not allowed.
- Wall Signs. Maximum 1 wall sign per building frontage. A corner unit with a side street building frontage may have 1 additional wall sign. Maximum sign area for each wall sign shall not exceed 15% of the area of first story height of the building. Maximum letter height shall not exceed 24" .
- Wall sign shall not display above the second floor window sill for Historic Core District, ***unless historically accurate for the particular historic structure or contribute to the significance of the historic area, subject to the Director review and approval.***
- Blade Signs. Blade signs must be constructed of a uniform finished with high quality materials to insure longevity. Business name or logo to be flat or dimensional. The lowest point of a blade sign shall be a minimum of 8' above grade.
- Awning Signs. For angled metal awning, sign panel must be installed vertically below the awning. For horizontal metal awning, sign panel may be mounted on top, below or to the face of the horizontal metal awning.
- Alley Signs. An alley sign shall not exceed 6% of the area of first story height of the building.
- Window Signs. 2 per building occupancy. Maximum 20% of window space in which they are displayed. Each sign shall be of a permanent nature. No second floor window signs.
- Temporary Signs. Comply with CMC Section 17.75.
- Monument Signs. 1 sign for property with 45' or more street frontage. Maximum sign area: 20 square feet. Maximum sign height: 6'. Sign must setback 5' from property line.
- Display of City of Covina approved historic citrus label (decal) on windows is exempt from window signs.

- Freestanding Signs. 1 sign for property with 150' or more street frontage. Maximum sign area: 75 square feet. Maximum sign height: 20'. Sign must setback 10' from property line.

Guidelines

- Encourage signs that reflect a crafted, high-quality, detailed design approach.
- Advocate signs to reflect the uses they represent in creative and fun, as well as functional, ways.
- Recommend facade signs be individually lettered.
- The use of backlit individually cut letters is encouraged. Direct or indirect lighting methods are allowed.
- Encourage blade signs to be hung perpendicular to the site wall.

Signs

- 1 Reflects business and/or use
- 2 Perpendicular to wall
- 3 Individually lettered
- 4 Incorporated into building
- 5 Subtle design complements architecture or architectural feature

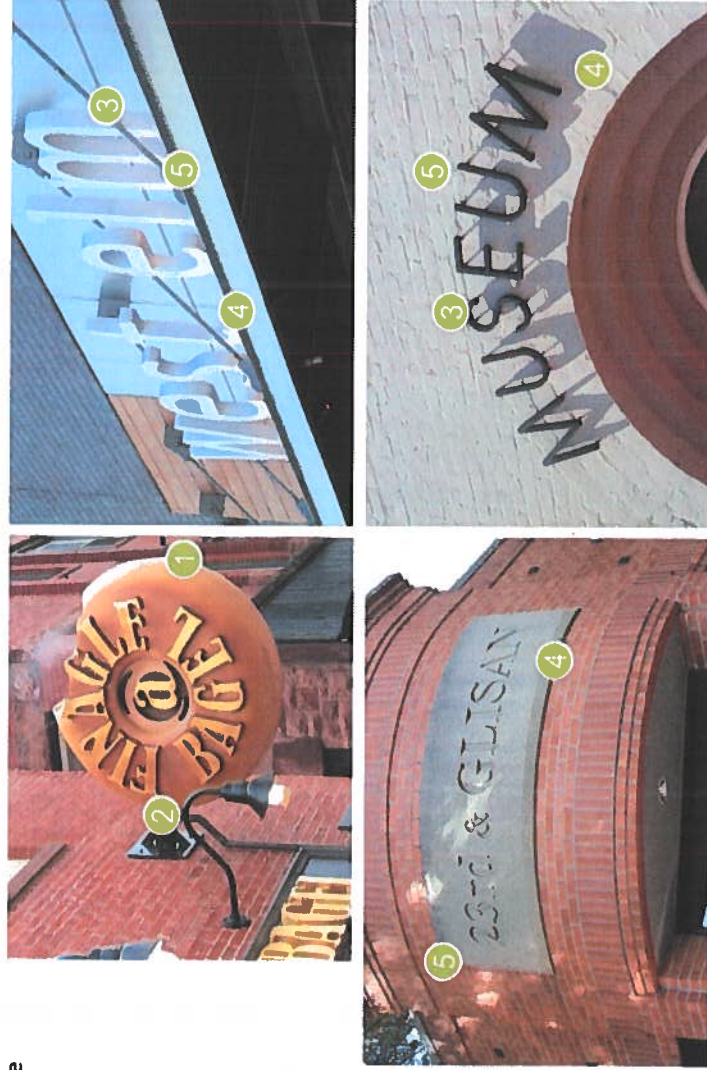


Figure 4-34

1.6 Entertainment and Performance Establishments

“Entertainment and performance establishment” means any building, structure, or premises where entertainment occurs, consistent with CMC 5.28: Entertainment.

1.7 Live Entertainment

“Live entertainment” means every form of live performance – whether a single event, a series of events, or an ongoing activity or business, occurring alone or as a part of another business, to which persons (including patrons and/or guests) are invited or allowed to watch, listen, or participate or that is conducted for the purposes of holding the attention of, gaining the attention of, or diverting or amusing guests or patrons, whether or not they are compensated for the performance. Live entertainment shall include, but shall not be limited to:

- A. Presentations by single or multiple performers, such as hypnotists, pantomimes, comedians, musical song or dance acts (including karaoke performances), plays, concerts, any type of contest; sporting events, exhibitions, carnivals, rodeos, or circus acts; demonstrations of talent; shows, revues; and any other similar activities.
- B. Presentation of recorded music played on equipment that is operated by an agent or contractor of the entertainment establishment, commonly known as a “disc jockey” or “DJ.”
- C. Dancing to live or recorded music (whether by performers, patrons, or guests).

The provisions of CMC Chapter 5.28 shall apply.

1.8 Indoor Recreation Facilities

Indoor recreation Facility conducted wholly within an enclosed building and may include ancillary uses such as café or restaurants. Examples are: archery and shooting ranges, pool and billiard parlors, escape rooms, bowling centers, children’s indoor play space, amusement arcades, virtual reality entertainment, and similar indoor recreational uses. Comply with CMC Chapter 17.62 for on-site alcohol sales, and CMC Chapter 5.28 for entertainment.

1.9 Outdoor Recreation Facilities

Outdoor recreation Facility means an area designed for active recreation, whether publicly or privately owned, including, but not limited to, tennis courts, swimming pools, tennis, badminton, and sport courts for pickleball or paddleball. Outdoor recreation facility may include ancillary uses such as pro-shop, café, clubhouse supporting the recreation facilities. Comply with CMC Chapter 17.62 for on-site alcohol sales.

1.10 Restaurant, Full-Service, Food To Go/Take-out, or Fast Food Ancillary Use (See CMC 17.04.100 for additional standards)

Restaurant, Full Service: A restaurant where customers purchase food and beverages and consume the food and beverages on the premises. Typical characteristics of a full-service restaurant include table service, payment after consumption, and serving food and beverages in non-disposable containers. A full-service restaurant may include incidental or occasional takeout sales.

Restaurant, Food To Go and Take-out: A restaurant or other such establishment designed as a take-out facility in which no food is consumed on the premises and no permanent provisions are made for that purpose. Provisions for deliveries, catering, drive-through or walk-up facilities are permitted.

Restaurant, Fast Food and/or QUICK SERVICE: A restaurant where customers purchase food and beverages and either consume the food and beverages on the premises or take the food and beverages off the premises. Typical characteristics of a fast food restaurant include: the purchase of food and beverages at a walk-up window or counter; no table service; payment for food and beverages before consumption; and the packaging of food and beverages in disposable containers.

A retail establishment that primarily sells tobacco products, tobacco paraphernalia, electronic cigarette and vaping devices, and/or electronic cigarette and vaping accessories. Excludes grocery store, supermarket, convenience store or similar retail use that only sells conventional cigars, cigarettes or tobacco as an ancillary sale.

9.0 SERVICE USES (revised 9-20-2022)

9.1 Animal Boarding/Kennel

The commercial provision of shelter and care for dogs, cats, other household animals, and horses (where allowed), including activities associated with such shelter and care (e.g., feeding, exercising, grooming, and incidental medical care).

9.2 Bank/Financial Institution

A bank, savings and loan, credit union, or other financial institution that provides retail banking services to individuals and businesses. These uses include only those institutions engaged in the on-site circulation of cash money. This does not include check cashing shops/payday loans.

9.3 Business and Consumer Support Service

Business and consumer support services include establishments primarily providing consumers and businesses with services, including maintenance, repair, testing, and rentals. Examples of these uses include: computer and office/business equipment services, on-line ticket services, shoe repair shops, and tailor and seamstress services.

9.4 Barber shops, Beauty Salons including Hair, Nails and Facial (neck up only)

Establishments primarily engaged in one or more of the following: (1) cutting, trimming, shampooing, coloring, waving, or styling hair; (2) providing facials; and (3) applying makeup (except permanent makeup). Excludes stand-alone massage establishments, which are prohibited. Medical skin care services (e.g., cosmetic surgery, dermatology) are classified as Medical.

9.5 Health/Fitness Facility

An indoor facility where passive or active exercises and related activities are performed using minimal muscle-building equipment or apparatus for the purpose of physical fitness, improved circulation or flexibility, and/or weight control. Examples of uses include gym, Pilates, personal training, physical therapy, dance, yoga and martial arts studios, health spa, and other use that are similar in nature and operation. Excludes stand-alone massage establishments, which are prohibited.

9.6 Office, General

An establishment providing direct, "over-the-counter" services to consumers (e.g., insurance agencies, real estate offices, travel agencies, utility company offices, etc.) and office-type facilities occupied by businesses providing professional services and/or engaged in the production of intellectual property, such as accounting, architectural, computer software design, engineering, graphic design, interior design, investment, **co-working spaces, network mixer spaces, conference spaces, maker spaces**, and legal offices, excluding banks and financial institutions (see Bank/Financial Institution).

9.7 Personal Services (General)

Establishments that provide recurrently needed services of a personal nature (*i.e., those provided to individuals rather than businesses*). Examples of these uses include: